



Erasmus+ Programme

Key Action 1
– Mobility for learners and staff –
Higher Education Student and Staff Mobility

Inter-institutional agreement 2014-2021 **between programme countries**

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Yıldız Technical University	TR ISTANBU07	<u>Institutional:</u> Assoc.Prof.Dr. Bayram Ali Ersoy (<i>Institutional Erasmus Coordinator</i>) Tel: +90 212 383 2069 E-mail:	
		<u>Departmental:</u> Assoc. Prof. Dr. Birgül ÇOLAKOĞLU YTU Faculty of Architecture, Besiktas 34349 Istanbul , Turkey Phone: +90 212 3832597 Fax: +90 212 2618929	

KU Leuven Faculty of Architecture	B LEUVEN01	Faculty Coordinator: Nele De Meyere tel.: +32 2 242 00 00 e-mail:	ECTS Information package:
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B. Mobility numbers per academic year

[Paragraph to be added, if the agreement is signed for more than one academic year:

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.]

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration*]	Student Mobility for Traineeships
TR ISTANBU07	B LEUVEN 01	58	Architecture	2 nd	2x10 = 24	
B LEUVEN 01	TR ISTANBU07	58	Architecture	2 nd	2x10 = 24	

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration *]	Staff Mobility for Training
TR ISTANBU07	B LEUVEN 01			2*1 week	2*1 week
B LEUVEN 01	TR ISTANBU07			2*1 week	2*1 week

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
				Student Mobility for Studies [Minimum recommended level: B1]	Staff Mobility for Teaching [Minimum recommended level: B2]
TR ISTANBU07		Turkish	English	B1*	B2
B LEUVEN 01		Dutch	English	B1	C1

* English B1 skill is compulsory not an option

For more details on the language of instruction recommendations, see the course catalogue of each institution [Links provided on the first page].

D. Additional requirements

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
TR ISTANBU07	Online Application Period 15 th May-15 th July	Online Application Period 15 th October-15 th December
B LEUVEN 01	14 April	1 October

2. The receiving institution will send its decision within [4] weeks.
3. A Transcript of Records will be issued by the receiving institution no later than [4] weeks after the assessment period has finished at the receiving HEI. [It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]
4. Termination of the agreement

[It is up to the involved institutions to agree on the procedure for modifying or terminating the inter-institutional agreement. However, in the event of unilateral termination, a notice of at least one academic year should be given. This means that a unilateral decision to discontinue the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination

¹ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see

clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

F. Information

1. Grading systems of the institutions

TR ISTANBU07:

KU Leuven (B LEUVEN 01)

ECTS GRADING SCALE FOR THE FACULTY OF ARCHITECTURE

ECTS GRADE	LOCAL GRADE	DEFINITION
A	=>16	EXCELLENT - OUTSTANDING PERFORMANCE WITH ONLY MINOR ERRORS
B	15	VERY GOOD - ABOVE THE AVERAGE STANDARD BUT WITH SOME ERRORS
C	14	GOOD - GENERALLY SOUND WORK WITH A NUMBER OF NOTABLE ERRORS
D	12	SATISFACTORY - FAIR BUT WITH SIGNIFICANT SHORTCOMINGS
E	10	SUFFICIENT - PERFORMANCE MEETS THE MINIMUM CRITERIA
FX	-	FAIL - SOME MORE WORK REQUIRED BEFORE THE CREDIT CAN BE AWARDED
F	-	FAIL - CONSIDERABLE FURTHER WORK IS REQUIRED

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	
B LEUVEN01	Ms. Trees Deloddere (Head of Int. Adm. and Mobility) Mr. Christophe Prince http://www.kuleuven.be/admissions/contact/index.html	

3. Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	
B LEUVEN01	Int. Adm. and Mobility Case Administrator	

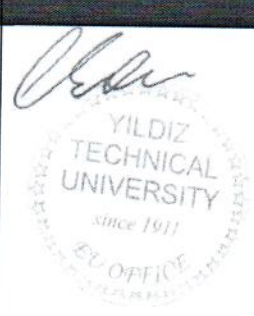
4. Housing

The receiving institution will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.


Information and assistance can be provided by the following persons and information sources:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
TR ISTANBU07	incoming@yildiz.edu.tr	
B LEUVEN01	for students of campus Ghent for students of campus Brussels	Campus Sint-Lucas does not have student accommodation halls We strongly encourage your students to start their search before they come to Belgium. For Ghent via: For Brussels via:

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ²
TR ISTANBU07	Assoc.Prof.Dr. Bayram Ali Ersoy <i>Institutional Erasmus Coordinator</i>	14.02.2014	

² Scanned signatures are accepted

B LEUVEN 01	Dag Boutsen, Dean of Faculty of Architecture	18/03/2014	
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